

**MINUTES OF A MEETING OF THE TRUSTEES OF THE PAROCHIAL CHARITY IN THE
ANCIENT PARISH OF SMISBY (“The Charity”)
held at 7pm on the 8 February 2023 at Cedar Lawns, Forties Lane, Smisby**

1. **Present** Mr. R.J. Hounslow, Ms. C.E. Hynam and Mr. P. Cooper
Attending: Mrs S. Heap (Clerk)
Apologies were received from Mr. S. Barnett
2. **Chairman** It was proposed by Mr. Cooper and seconded by Ms. Hynam that Mr. Hounslow be Chairman of the meeting.
3. **Minutes** Minutes of the previous meetings were approved and signed by the Chairman.
4. **Matters Arising**
 - a. **“Redacted”**
 - b. **Tree Survey**
As Mr. Barnett was not able to attend the meeting this item was left in abeyance.
 - c. **Jubilee Field Lease**
Following submission of the Lease to the Parish Council, the signed copies had now been received from them. A handwritten amendment, 4. Sub-clause. 4.7.1, was noted and agreed and the Lease be duly signed and witnessed.

ACTION: The Clerk to return the Lease to Nelsons, Solicitors.
 - d. **Jubilee Field Maintenance**
The amount of £664.00 in respect of the Charities contribution towards the maintenance of the Jubilee Field for the year 2022/23 had now been submitted to the Parish Council. A breakdown of the cost for the coming year 2023/2024 was awaited from the Parish Council.
Mr. Hounslow and Mr. Cooper had inspected the Jubilee Field grounds and found them to be fine. The football posts could do with painting and thought a conversation with Darren Whitby was required to see if anything was needed for the football pitch. One piece of equipment on the trim trail also needed attention.
 - e. **Jubilee Field Equipment Insurance**
The Clerk was asked to look into the matter of this insurance.
 - f. **Land Registry – CIO Constitution**
A draft of Thomson, Snell & Passmore’s suggested amendments had been received.
ACTION: Ms. Hynam to circulate the draft for approval of the wording by the Trustees and to return to Thomson, Snell & Passmore for them to take up with the Charity Commission.
 - g. **Queen’s Platinum Jubilee Gift**
As there were still 10 gift sets left the Trustees agreed that 4 new members to the village since the Jubilee be given a set of glasses as well as the Vicar, Churchwarden and Mrs. S. Jones, Secretary to the Village Hall committee. This then left 3 for distribution at a later date.

ACTION: The Clerk was asked to distribute accordingly.

h. Christmas Hampers

The hampers had been distributed to the qualifying parishioners at a total cost of £3894.21 being:

Hamper contents	2216.21
Donation to Ashby Food Bank on behalf of parishioners not wishing to receive but to donate to AFB	300.00
Tesco voucher purchased for missing parishioner on list	60.00
Taylor's, Butchers, Vouchers	810.00
Norths Delicatessen, Vouchers	<u>508.00</u>
Total spend	<u>£3894.21</u>

The total number of hampers distributed were 25 singles @ £60 and 20 Doubles @ £100. Thank you cards were received and contents conveyed to the Trustees. It was resolved that The Clerk be reimbursed £60 being the cost of the Tesco voucher.

i. Cyber-incident

There had been no reply from Nelsons on the incident.

ACTION: The Clerk to send a reminder to them.

j. "Redacted"

k. Smisby Christmas Party

The Village Christmas Party had taken place on the 3 December 2022 at a cost of £975.89 and the appropriate receipts received. As well as the BBQ and refreshments there were presents for the children. The event was enjoyed by all.

l. Smisby Parochial Charity Newsletter

The Trustees felt that at the present time there was nothing new to report on and therefore decided to leave until a later date.

5. Business

a. Report by Mr. Hounslow on attending Parish Council Meeting 08.11.22

Mr. Hounslow had attended the Parish Council meeting and key points were that the Newsletter would be staying on line and that they were content with the Charity's 20% contribution towards the annual maintenance of the Jubilee Field.

b. Book Tokens

The Clerk had purchased and distributed book tokens to 2/10 year olds of £10 each and 11/16 year olds of £20 each. It was resolved that the Clerk be reimbursed £360 for the book tokens bought from W.H. Smith.

c. Fiona Royce – Request for project funding

Fiona Royce had spent an amount of £40.55 on bedding plants and compost for the Main Street flower troughs. It was agreed that she be reimbursed for this amount.

d. Hazel Salt – Request for project funding

A request from Hazel Salt for reimbursement of £12.00 spent on compost for the village hall flower troughs had been received. It was agreed that she be reimbursed for this amount.

e. Suzanne Jones – Request for Project Funding

Suzanne Jones had requested reimbursement of £63.95 being planting of the Village Hall window boxes and borders. It was agreed that she be reimbursed for this amount.

f. **“Redacted”**

g. **“Redacted”**

h. **“Redacted”**

i. **Karen Walker – Request for Project Funding**

Karen Walker had requested reimbursement of the cost of replacement outdoor festoon lights for the Village Hall costing £170.10. The appropriate receipt was received and it was agreed that she be reimbursed for the same.

j. **NFU Insurance Renewal**

An invoice had been received for the renewal of the NFU Insurance at a cost of £292.73. The Trustees agreed that this be paid. Following payment a credit of £8.89 was received from NFU stating a credit balance had arisen.

k. **“Redacted”**

6. Investments

a. **Cash on Deposit at 8 February 2023**

The Clerk presented a spreadsheet of the Cash on Deposit at the 8 February 2023. The Trustees perused the present investments and decided to investigate better interest returns.

ACTION: Mr. Cooper agreed to look into interest rates being applied.

b. **Rathbones**

A portfolio valuation had been received from Rathbones for the quarter ended 31 December 2022.

Investment Notifications for consideration

c. **Cambridge & Counties Bank increase in interest rate to 2.60%**

d. **Mansfield Building Society interest rate increase to 2.00%**

e. **Market Harborough interest rate increase to 1.60%**

f. to k. Transact Quarterly Report and correspondence; 7IM Portfolio Valuation; Close Bros. statements; Hampshire Trust Bank Closure; CCLA correspondence; Bath Building Society update of contact Details. **All Noted.**

7. Accounts

Payment of Accounts

a) ADS Accountancy Fee £2520.00

A meeting between ADS Accountancy, Mr. Hounslow and the Clerk had taken place to enable a better understanding in particular of how half receipts and half expenses to the Church were established. Mr. Hounslow suggested, and if agreed by the Trustees, that all expenses should be split equally between the Charity and Church and ADS agreed with this decision. ADS asked if the Charity's minutes be submitted to them after each meeting. This was discussed by the Trustees and it was resolved that the following years accounts reflect this change and a copy of the minutes to be submitted to ADS following each meeting. The accounts and Trustees Report for the

year ended 31 March 2022 had been completed and agreed by the Trustees and then submitted to the Charity Commission by ADS Accountancy.

8. Other Business

Suggestion to commemorate the Coronation of King Charles 111

Mrs. S. Jones, Secretary of the Village Hall Committee, had proposed the purchase of a sundial to commemorate King Charles 111 Coronation and asked the Trustees to consider such a suggestion. She had produced an image of what was proposed to be erected on the wall outside of the Village Hall. After consideration the Trustees agreed this was a good idea and the Clerk was instructed to request Mrs. Jones to obtain quotes.

There being no further business the meeting was closed at 9.30pm.

Signed.....

Dated.....